

## CALL FOR APPLICATIONS

### Internship Opportunity in Berlin

#### About the Institute for Cultural Diplomacy

Founded in 1999, The Institute for Cultural Diplomacy (ICD) is an international, not-for profit, non-governmental organization with headquarters in Berlin, Germany. Over the past decade the ICD has grown to become one of Europe's largest independent cultural exchange organizations. Our programs facilitate interaction between individuals of all cultural, academic, and professional backgrounds, from across the world.

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#### Internship description

Depending on the capacities and specific needs of the ICD, the working areas for interns are diverse and can be in the following areas:

- Project Development and Coordination
- PR and marketing
- Planning special events or high-profile panel discussions.
- Research of potential program stakeholders
- Assisting the Program Director in the overall development and coordination of the program
- Research
- Journalism for Cultural Diplomacy News
- Writing and editing reports and project summaries.
- Proactive research of new funding opportunities



The ideal candidate will have:

- An academic background in the field of International Relations, Business, Communication, PR and marketing, cultural studies, German studies, Music, Arts or a related field
- A strong work ethic and positive, flexible approach
- German language skills are advantageous, but not essential

A strong work ethic and individual creativity are appreciated and awarded with increased responsibility and the support of individual initiatives. Further benefits of the internship are the availability of the ICD contact resources and immense networking opportunities during the preparation and hosting of high profile events involving panelists ranging from ambassadors to internationally accredited academics.

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Applications are accepted on a rolling basis. The ICD is only able to offer unpaid internship positions. We expect at least a 3 months commitment working full-time. Additionally, applicants must be at least 3<sup>rd</sup> year undergraduate students.

For further details, please contact: Mr. Hernád

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